

January 2023 Calendar of Workshops & Trainings

Employment Services for People Living with HIV or Mental Health Disabilities

170 Ninth Street
San Francisco, CA 94103
(415) 972-0813 www.prcsf.org

Monday	Tuesday	Wednesday	Thursday	Friday
2 New Year's Day Agency Closed	3 Drop-In OpenLab 9-noon	4 Orientation: Employment Services (for new clients; in-person at 170 9 th Street) 2-3pm NextStep 1-4pm Office Skills Assessment 3-4pm	5 Drop-In OpenLab 9-noon NextStep 1-4pm	6 Drop-In OpenLab 9-noon NextStep 1-4pm
9 Drop-In OpenLab 9-noon NextStep 1-4pm	10 D.O.R. (Dept. of Rehab) Workshop 2-4pm Drop-In OpenLab 9-noon NextStep 1-4pm	11 Orientation: Employment Services (for new clients; in-person at 170 9 th Street) 2-3pm NextStep 1-4pm Office Skills Assessment 3-4pm	12 Alivio Grupo Apoyo 2pm-4pm Drop-In OpenLab 9-noon NextStep 1-4pm	13 Drop-In OpenLab 9-noon NextStep 1-4pm
16 Martin Luther King, Jr. Day Agency Closed	17 Drop-In OpenLab 9-noon NextStep 1-4pm	18 Orientation: Employment Services (for new clients; in-person at 170 9 th Street) 2-3pm NextStep 1-4pm Office Skills Assessment 3-4pm	19 Drop-In OpenLab 9-noon NextStep 1-4pm	20 Drop-In OpenLab 9-noon NextStep 1-4pm
23 Drop-In OpenLab 9-noon NextStep 1-4pm	24 D.O.R. (Dept. of Rehabilitation) Workshop 2-4pm Drop-In OpenLab 9-noon NextStep 1-4pm	25 Orientation: Employment Services (for new clients; in-person at 170 9 th Street) 2-3pm NextStep 1-4pm Office Skills Assessment 3-4pm	26 Alivio Grupo Apoyo 2pm-4pm Drop-In OpenLab 9-noon NextStep 1-4pm	27 Drop-In OpenLab 9-noon NextStep 1-4pm
30 Drop-In OpenLab 9-noon NextStep 1-4pm	31 Skill Scan Career Exploration Preparing for Employment 2-4pm Drop-In OpenLab 9-noon			

PRC has many distinct programs that provide client services: two include the Legal Advocates Program (a legal services program) and the Workforce Development Program. Each program has separate intake procedures and eligibility criteria. The staff of each program provides expertise within their respective area only. Information provided by the Employment Services Program or PRC generally, including all written materials or communications, is not legal advice.



January 2023 Calendar

Workforce Development Workshops & Trainings

PRC's Workforce Development provides individualized employment services and a variety of vocational and skills-based trainings to low-income, health-challenged, and disabled adults who want to pursue their vocational interests, dignified work, expanding economic stability, and opportunities for career advancement.

<http://www.prcsf.org>



NextStep

PRC's comprehensive, **4-week course** in MS Office. With more than 50 hours of instruction, you can gain proficiency in software basics, **Word, Excel, PowerPoint, Outlook, & Google Suite.**

For application info contact brian.whitford@prcsf.org

Pronouns: he/him/his

(**what is this?**)

415-972-0805



Gain key **peer-specialist** skills that lead trainees to meaningful and empowering work (*and better employment opportunities*) in the social services field.

For application info contact wd-training@prcsf.org

Se interesa en servicios en Espanol? Contacte a Jose Benito,
jose.benito@prcsf.org

Dept. of Rehabilitation Workshop Tuesdays, Jan 10 th & 24 th 2-4pm Please email: Ross.Kalmin@prcsf.org	Learn about what the DoR is, who is eligible, what services are available, and how to most successfully access them. For more information call Ross Kalmin (415) 972-0878
Skill Scan Career Exploration Preparing for Employment Tuesday, Jan 31 st 2-4pm	In this workshop you will learn to identify your key workplace transferable skills and what types of employment might be a good match for your abilities. Call Hollis Fleischer at (415) 972-0812 Please email: Hollis.Fleischer@prcsf.org
Workforce Development Orientation Wednesdays Jan 4 th , 11 th , 18 th and 25 th 2-3pm	Come to the Training and Employment services Orientation to learn about PRC, the DOR, and other community resources. Please email Lauren.Vega@prcsf.org or Ross.Kalmin@prcsf.org for more info.
Alivio/Relief Support Group in Spanish / En Español Jan 12 th & 26 th 2-4pm	Grupo de apoyo en Español en donde se discuten temas de interés actual, salud física y mental, trabajo, un grupo donde los latinos nos apoyamos unos a los otros. Email: Jose.Benito@prcsf.org o llámenos al (415) 972-0876
Office Skills Assessment Jan 4 th , 11 th , 18 th , and 25 th 3-4pm	Come have your skills assessed! Topics include Microsoft Office (Word, Excel & Powerpoint), tech basics, Internet, and typing Brian.Whitford@prcsf.org